



[www.mass.gov/connectandserve](http://www.mass.gov/connectandserve)

## Registration is Free!

### What is Connect and Serve?

Connect and Serve is a free web-based volunteer recruitment and management tool that matches organizations offering volunteer opportunities with potential volunteers from across the state. Non-profit organizations, schools, governmental agencies, cities, and towns can post one-time and on-going volunteer opportunities. Massachusetts residents can then search the site for volunteer opportunities close to their home.

### Why use Connect and Serve?

Connect and Serve can help build your volunteer program or enhance your current recruitment tools. Posting on this site will increase the visibility of your organization, as well as draw attention to the important work you do in your community each day.

As a registered user on Connect and Serve your agency will have access to volunteer management tools on the site including tracking volunteer hours, recording e-mail correspondence, and managing volunteer timecards.

### Steps to register on Connect and Serve...

Step 1: Log on to Connect and Serve – [www.mass.gov/connectandserve](http://www.mass.gov/connectandserve)  
Click on 'Agency Signup'

Step 2: Register your organization  
**You will need to provide the following information...**  
Name of your organization  
Employer Identification Number - Governmental agencies enter "000"  
Brief description of your organization's mission and/or vision  
A history of your organization  
Primary contact information  
Local address  
Directions  
Upload organization logo (optional)

Step 3: Add a volunteer opportunity  
**You will need to provide the following information...**  
Description of the volunteer opportunity  
Volunteer requirements  
Contact information



For more information about Connect and Serve please call  
(617) 542-2544 x211, or e-mail  
[connectandserve@mass-service.org](mailto:connectandserve@mass-service.org).





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## Use Connect and Serve to Recruit Volunteers to Help in a Disaster

### How can Connect and Serve help with disaster preparedness?

Connect and Serve encourages volunteers to affiliate with a disaster relief organization before an emergency so they can be screened, trained, and will be ready to be deployed in the next emergency.

### As a registered user on Connect and Serve your organization will...

- **Be Visible to Volunteers** - Disaster relief volunteer opportunities posted on Connect and Serve are categorized in a designated area of the site so that volunteers looking for these types of opportunities can find them easily.
- **Collect Volunteer Data** - Volunteers may create a disaster relief profile that collects information about what skills they can offer in an emergency. This information will be collected by the Massachusetts Voluntary Organizations Active in Disaster (MA VOAD), and will be used in the event of a large-scale emergency.
- **Activate Specific Volunteers as Needed** - Connect and Serve has the ability to filter out different groups of volunteers to fill specific needs. When needed, disaster relief agencies can e-mail volunteers to provide activation instructions via Connect and Serve.



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